



YOUTH COMMUNITY CORRECTIONS BUREAU STANDARD OPERATING PROCEDURES

Procedure No.: YCC 100-1	Subject: PAROLE VIOLATION OVERVIEW
Chapter 100: VIOLATIONS / DETENTION PROTOCOL	Page 1 of 4
Applicable ACA Standards: 2-7013, 2-7153, 2-7158, 2-7212, 2-7222	Revision Date: 03-03, 09-15-04, 11-06-06, 11-23-07, 10-10-08
Signature: /s/ Karen Duncan	Effective Date: 12-31-02
Signature: /s/ Steve Gibson	

I. BUREAU DIRECTIVE:

Youth Community Corrections (YCC) Bureau employees will respond to youth when they have violated any conditions of their parole agreement and/or any law. This procedure clarifies the responsibilities of Juvenile Parole Officers (JPO) when investigating alleged parole violations, and the case management options available for taking action to correct the behavior. This procedure will be reviewed annually and updated as needed.

II. DEFINITIONS:

Parole Violation - an act or behavior of a youth, which does not comply with specific conditions of parole, outlined and signed in the written Juvenile Parole Agreement.

Parole Violation Investigation - the steps taken by the juvenile parole officer to gain more information and determine the truthfulness, accuracy and facts to add to the initial information received regarding an alleged parole violation.

III. PROCEDURES:

A. INVESTIGATION OF ALLEGED VIOLATION:

A parole violation investigation will be conducted whenever there is information received by the JPO that a youth has committed an alleged violation.

This investigation may be brief or extensive; depending upon the nature of the violation, and it may range from the need to make a quick decision to deter further violations, or may advance to a formal on-site hearing.

B. PURPOSE:

1. The purpose of this investigation is to gather and understand all the facts pertaining to the alleged violation, and to determine the appropriate action to take in response to the violation.

Procedure No.: YCC 100-1	Chapter 100: VIOLATIONS / DETENTION PROTOCOL	Page 2 of 4
Subject: PAROLE VIOLATION OVERVIEW		

2. It is important to consider all of the facts available regarding the alleged violation, as well as the following when formulating a plan of action in response to the alleged violation:
 - a. the youth's current parole case plan and history
 - b. responsibilities and overall adjustment on parole
 - c. emotional, psychological and cognitive abilities and impairments
 - d. the youth's family background
 - e. current attitude
 - f. treatment issues
 - g. age
 - h. maturity level
 - i. social abilities
 - j. developmental concerns
 - k. overall behavioral patterns, motivation for crime
 - l. prior or current evaluative information
 - m. the severity and nature of the current violation
 - n. the significance of the offense in context of the youth's previous offenses
 - o. lifestyle
 - p. assessment of the youth relative to the change process

C. SUMMARY:

1. The investigation process starts with a finding of facts regarding an alleged parole violation and considers the legal, social, psychological, developmental and lifestyle change factors of the youth. The JPO formulates a plan of action that is intended to promote change and deter further violations. It should also address the concerns of the victim, public safety, accountability, and competency development.
2. The finding of facts regarding alleged parole violations include information from law enforcement, schools, parents, or other persons having direct knowledge of the violation. This information should be in writing whenever possible. Consideration shall be given as to whether the individual is providing reliable information and whether that individual will be willing to testify at an on-site hearing.
3. When all the available facts are known, the JPO should assess:
 - a. the impact of the offense on the victim and community
 - b. the likelihood of a similar offense to occur
 - c. significance of the violation with respect to the youth's case plan and background
 - d. determine the youth's motivation for the offense

Procedure No.: YCC 100-1	Chapter 100: VIOLATIONS / DETENTION PROTOCOL	Page 3 of 4
Subject: PAROLE VIOLATION OVERVIEW		

4. A plan of action must then be established to promote a balanced and individualized case plan that reduces the threat to public safety and promotes accountability and competency development of the youth.

D. ACTION PLAN:

1. When a youth has committed a violation with minor impact upon an individual or the community, and is an isolated incident (instead of a behavior pattern), then the action plan should include counseling the youth and signing an [Intervention Agreement \[YCC 100-2 \(A\)\]](#). The JPO may review the Intervention Agreement with the YCC Bureau Chief or designee.
2. When a youth has committed a serious violation resulting in significant damage, harm, or impact upon an individual or the community, and when the violation is an established pattern of behavior or a recurring offense, then the action plan should be to review the case with the JPO's supervisor. The JPO should also consider the need for immediate action such as short-term placement or detention until an intervention meeting or on-site hearing can be conducted. (Refer to [YCC 100-4, On-Site Hearing](#))

E. PROCEDURES:

RESPONSIBILITY:

- | | |
|--|-----|
| 1. Receives information regarding an alleged parole violation. Immediately investigates and gathers all available facts and evidence regarding the violation and the offender's behavior and motivation. | JPO |
| 2. Assesses the information and evidence along with the youth's supervision history, background, and other factors previously mentioned. | JPO |
| 3. Formulates action plan that may include immediate action to protect persons, property, and/or the community. The officer should also consider the need for immediate action such as short-term placement or detention. (Refer to YCC 100-2, Interventions – Graduated Sanctions) May discuss with YCC Bureau Chief or designee when violation is serious | JPO |

Procedure No.: YCC 100-1	Chapter 100: VIOLATIONS / DETENTION PROTOCOL	Page 4 of 4
Subject: PAROLE VIOLATION OVERVIEW		

and/or chronic.

4. Implement action plan informally or through the Intervention Agreement or On-Site Hearing process. JPO
5. Monitors sanctions or plan imposed. JPO

IV. CLOSING:

Questions concerning this procedure shall be addressed to the Youth Community Corrections Bureau Chief.

V. REFERENCES:

[52-5-126, M.C.A.](#) [Youth Parole Agreement](#)
[52-5-127, M.C.A.](#) [Control Over Youth Released Under Parole Agreement](#)
[YCC 4.7.4](#) [Violation of Juvenile Parole Agreement](#)

VI. ATTACHMENTS:

None